



## Hancock County Board of Supervisors

### Agenda

February 1, 2016 at 9:00 AM

- 1. Call to Order**
  - a. Pledge of Allegiance
  - b. Invocation
- 2. Amendments to Agenda**
  - a. County Officials
  - b. Others
- 3. Accept Agenda**
- 4. Announcements**
  - a. The next regularly scheduled meeting is February 16, 2016 at 9:00 AM
  - b. A budget workshop is scheduled for February 8, 2016 at 3:30 PM
  - c. Declare February 9, 2016 Mardi Gras Holiday and February 15, 2016 President's Day Holiday
  - d. Bid opening 11:00 AM- Lakeshore Recreational Park Walking Trail
- 5. Approve Board Minutes**
  - a. December 2015 minutes
  - b. Recessed January 7,11,14, 2016 minutes
- 6. Approve Claims Docket**
  - a. February Claims Docket totaling \$2,272,632.04
  - b. Bi- Weekly Payroll for February is \$554,939.00
- 7. Business Agenda**
  - a. Port & Harbor Commission
    1. Acceptance of resolution approving payment of the January 25, 2016 claims docket as presented
    2. Acceptance of resolution amending the All Savers-United Healthcare Plan B renewal to reflect an effective date of Dec. 1, 2015 instead of Jan. 1, 2016 for an amended 12 month policy period of Dec. 1, 2015- Nov. 30, 2016 AND authorize Director of Human Capital to execute any and all necessary documents reflecting new policy period and effective date.
    3. Acceptance of resolution accepting the base bid plus the additive alternate bid #1 and additive alternate bid #2 submitted by J.W. Puckett & Co. Inc. in the amount of \$295,934.50 on the Rail Spur Additions at Anderson's Rail Car Repair Facility Project AND authorize President and Secretary of the Port & Harbor Commission to execute any and all documents

necessary with J.W. Puckett Co. Inc. to award and begin the Rail Spur additions at Anderson's Rail Car Repair Facility Project –CONTINGENT upon receipt of a grant extension from MDA on the 2012 MDA Rail Grant

4. Acceptance of resolution accepting base bid plus the additive alternate bid #3 submitted by Pointer Smith Contracting, Corp. in the amount of \$662,443.00 on the Rail Spur Additions at Anderson's Rail Car Repair Facility Project AND authorize President and Secretary to execute any and all documents necessary with Pointer Smith Contracting Corp. to award and begin the Rail Spur Additions at Anderson's Rail Car Repair Facility Project- CONTINGENT upon receipt of a grant extension from MDA on the 2012 MDA Rail Grant AND authorize the use of cash reserves in the NOT TO EXCEED amount of \$240,000.00 to cover additional cost above the project budget.

5. Acceptance of resolution accepting and authorizing President of Port & Harbor Commission to execute Summary Change Order 1 in the INCREASE amount of \$17,557.50 AND the INCREASE of contract time by an additional 54 calendar days with J.E. Borries Inc. on the SSA Bulkhead Replacement Project at Port Bienville Park bringing the total contract amount to \$446,071.50 and total contract time to an additional 54 calendar days AND authorize President and Secretary and attorney to execute any and all documents that may be necessary to close out the SSA Bulkhead Replacement project at Port Bienville Park AND authorizing the Secretary to advertise Notice of Final Settlement with J.E. Borries Inc. on the SSA Bulkhead Replacement Project at Port Bienville Industrial Park.

6. Acceptance of the resolution RATIFYING and spreading in the minutes the execution by airport director William P. Cotter, of a Stennis International Airport T-Hangar Lease Agreement for T-Hangar 5 at Stennis International Airport with Ben Miller beginning on Dec. 22, 2015.

7. Acceptance of resolution to spread in the minutes a copy of the letter dated Dec. 21, 2015 from Paul H. Barnard, Owner/Member with Barnard & Sons Construction LLC. Extending the bid price they submitted on Nov. 15, 2015 on the Port & Harbor Commission Administration Building Project for an additional 30 days.

8. Acceptance of the resolution accepting the offered settlement in the amount of \$1,450,000.00 from the Gray Casualty & Surety Company for the Port & Harbor Commission Administration Building Project (rebid through Surety) at Stennis International Airport AND authorize President of the Port & Harbor Commission to execute a Mutual Release Under Performance Bond Agreement and any and all necessary documents required to accept the funds.

9. Acceptance of resolution accepting the bid submitted by Barnard & Sons Construction LLC in the total amount of \$2,131,000.00 on the Port & Harbor Commission Administration Building Project (rebid through Surety) AND authorize the President and Secretary of the Port & Harbor Commission to execute the contract and any and all necessary documents with Barnard & Sons to award and begin the Administration Building Project.

10. Acceptance of resolution approving payment of the following invoices on the Port & Harbor Commission Administration Building Project for additional services due to the delay,

repeated nonperformance, and default of DCMS, from the settlement funds received from the Surety:

- a. Neel Schaffer, Inc. – Invoice 1025676 dated 3/31/15- \$13,459.72
- b. Neel Schaffer, Inc. – Invoice 102669 dated 7/31/15- \$2,140.00
- c. Neel Schaffer, Inc. – Invoice 1030051 dated 08/31/15- \$11,683.04
- b. Gouras & Associates
  - 1. Highway 607- Request for Cash #30
  - 2. Sports Complex- Request for Cash #28- \$233,131.68
  - 3. EOC- Request for Cash #40
  - 4. Hangar- Budget Modification #8- Extension for Grant Period
  - 5. Terminal- Budget Modification #9- Extension for Grant Period
  - 6. Lazy Magnolia- Budget Modification #6- Extension for Grant Period
  - 7. Rolls Royce- Budget Modification #1- Extension for Grant Period
- c. Charles Benvenuti
- d. George Gilmore- Jourdan River Shores POA
- e. NAACP- Seeking Removal of State Flag
- f. Stephanie Ladner, Election Commissioner- approval to attend yearly certification class
- g. Lauly Peterson- Update on the Hwy. 603 Bypass
- h. D'Angela Brenza- Youth Court- approve payment for training in amount of \$250.00 for Cindy Burney
- i. Chere Hayward- Hancock County Youth Court
- j. Nikki Moon- CASA 5K Superhero Run
- k. Lora Mederos- Child Development Director

## **8. Consent Agenda**

- a. Ricky Adam- Sheriff
  - 1. Adjust pay from \$8.50 an hour to \$8.25 an hour for part time Deputy Michael Coleman effective 2-7-16.
  - 2. Remove full time Deputy Denise Suters from payroll due to her resignation effective 1-19-16
  - 3. Adjust pay from \$13.90 to \$14.40 an hour for full time Deputy Keith Bennett who is now full time certified effective 2-7-16.
  - 4. Adjust pay from \$14.40 to \$14.90 an hour for Stephen Calvin effective 2-7-16.
  - 5. Adjust pay from \$14.90 to \$16.40 an hour for Bill Covington effective 2-7-16.
  - 6. Adjust pay from \$16.40 to \$17.00 an hour for Christopher Russell effective 2-7-16.
  - 7. Approve hiring of Amanda Bourn as part time Deputy at rate of \$8.25 an hour effective 2-1-16

8. Approve the following employees to attend the John Reid Interview & Interrogation on March 1-3, 2016 in Mobile, AL and authorize purchase order for their tuition in the amount of \$540.00 per person.
  - a. Amanda Parker
  - b. Mark Alison
  - c. Howard Parker
  - d. Lynn Jones
9. Adjust pay from \$10.50 an hour to \$9.50 an hour for Ashley Calvin from being moved from full time to part time dispatcher effective 2-7-16.
10. Adjust pay from \$9.50 an hour to \$10.50 an hour for Marie Kieff who is being moved from part time to full time dispatcher effective 2-7-16.
- b. Jimmie Ladner- Tax Assessor
- c. Brian Adam- EMA Director
  1. Approve the Stennis Space Center Mutual Aid Agreement between Stennis Space Center, Hancock County Volunteer Fire Departments and the Hancock County Board of Supervisors. It was approved on Dec. 7, 2015, but Stennis Space Center Legal team made new revisions to be approved again and re-signed by Board of Supervisors.
  2. Request approval to purchase a Camera Security System for the EOC at the cost of \$3,186.69 from Security Zone. The system is a recorded system for inside and outside of the building.
  3. Request approval to purchase the ESRI Mapping Program along with the yearly maintenance agreement at the cost of \$1,929.00. The yearly maintenance agreement will cost \$404.00 per year.
  4. Approval to accept West Hancock Fire District Commissioner John F. Bosarge Jr. resignation from the West Hancock Fire District Board.
- d. Anthony Cuevas- Building Official
- e. Kevin Ladner- Recreation Director
  1. Accept and spread minutes from the Recreation Board for the months of August, November and December.
  2. Discussion: Gap in the Training Track at the Arena.
  3. Discussion: Property owned by Dannel Murphy Ramsel in McLeod Park. Seeking to sell to the county.
- f. Karen Ruhr- Circuit Clerk
- g. Geoffrey Clemens- County Engineer
  1. Request authorization for Change Order #1
    - a. Old Kiln Road- Leetown (215-050)
  2. Request authorization for approval and authorization for signing close-out
    - a. Remove and replace drainage structure on Standard Cemetery Road
  3. Approval for president to sign permit application and storm water plan for MDEQ
  4. Bid Opening- 11:00AM
    - a. Lakeshore Recreational Park Walking Trail
- h. Felicity Arcement- County Administrator

- i. Michelle Cuevas- Inventory Control
- j. Eric Church- Grant Administrator
  - 1. CIAP- MS.R.753 Cedar Point Boat Launch
    - a. Request approval for Board President to sign MDMR Sub-Grant Memorandum of Agreement
    - b. Request to spread on minutes that Board President signed contract with JE Borries Inc.
    - c. Request approval for Board President to sign notice to proceed with JE Borries Inc.
  - 2. CIAP- MS.R.755 Ansley Lakeshore & Heron Bay Sewer Implementation
    - a. Approval for Board President to sign MDMR Sub-Grant memorandum of Agreement
    - b. Request approval for payment to The Kirby Law Firm, Invoice #6, in the amount of \$4,000.00
    - c. Request approval for payment to The Kirby Law Firm, Invoice #7, in the amount of \$1,250.00
    - d. Request approval for payment to The Kirby Law Firm, Invoice #8, in the amount of \$4,000.00
    - e. Request approval for payments to The Kirby Law Firm, Invoice #9, in the amount of \$1,250.00
  - 3. CIAP- MS.R.767-Continuation of Hancock County Beach Pathways
    - a. Request approval for Board President to sign MDMR Sub-Grant Memorandum of Agreement
    - b. Request approval for payment to The Beta Group, Invoice #4234011316, in the amount of \$344.00
    - c. Request approval for payment to Compton Engineering, Invoice #215-051-7, in the amount of \$2,000.00
    - d. Request approval for payment to Compton Engineering, Invoice #215-051-8, in the amount of \$3,500.00
    - e. Request approval for payment to Compton Engineering, Invoice #215-051-9, in the amount of \$3,500.00
    - f. Request approval for payment to David Rush Construction, Final Pay Application #3, in the amount of \$106,626.93
    - g. Request Board President to sign Pedestrian Pathway Closeout Documents.
  - 4. CIAP- MS.23.701- Ansley Lakeshore & Heron Bay Sewer Implementation
    - a. Request approval for payment to The Beta Group, Invoice #4072011216 in the amount of \$307.95
    - b. Request approval for payment to Compton Engineering, Invoice # 210-013-77, in the amount of \$13,320.00
    - c. Request approval for payment to Miller Enterprises, Pay Application #8, in the amount of \$231,784.19
  - 5. CIAP- MS.23.703- Parks & Trails in Hancock County
    - a. Request approval for payment to Sun Herald, Invoice #00184460, in the amount of \$61.52

- b. Request approval for payment to Sea Coast Echo, Invoice # 02530423-001, in the amount of \$60.64
  - c. Request approval for payment to The Beta Group, Invoice #4323011516, in the amount of \$618.23
  - d. Request approval for payment to Compton Engineering, Invoice #215-066-29, in the amount of \$1,986.00
  - e. Request approval for payment to Gulf Coast Custom Homes LLC, Pay App #1, in the amount of \$37,981.00
- 6. MDOT- STP002300(046)LPA/106449-701000, Scenic Byways Signage
  - a. Request approval for payment to Compton Engineering, Invoice #212-120-7 in the amount of \$3,000.00
- 7. MDOT-STP935400(005)LPA/106620-701000, Pedestrian Beach Pathway
  - a. Request approval for payment to Compton Engineering, Invoice #214-054-10 in the amount of \$2,780.74
- 8. TIDELANDS- FY2014-P401-1HN, McLeod Park Improvements
  - a. Request approval for payment to Compton Engineering, Invoice #214-109-5 in the amount of \$3,000.00
- 9. TIDELANDS- FY2009-P216, Pearlington Boat Launch
  - a. Request approval for payment to Butler Snow, Invoice #030602.150290, in the amount of \$6,228.75
- k. Robin Benoit- Purchasing Clerk
  - 1. Approval to purchase for the Sheriff's Dept. Qty. 4- 2016 Chevrolet Caprice Police Pursuit vehicles off MS State Contract for the amount of \$26,572.00 per vehicle and total cost of \$106,288.00 from Roger-Dabbs Chevrolet Hummer
  - 2. Approval to spread monthly credit card report on the minutes – the report reflects all credit card charges that are presently on the docket today for payment
- l. Nancy Kelly- Accountant/Comptroller
  - 1. Motion to approve an invoice payable to Motorola for E-911 Office furniture in the amount of \$61,000.00
  - 2. Approval of Inter fund transfer of \$50,000.00 from general fund to fleet maintenance.
  - 3. Approval of Budget amendments
  - 4. Cash balances by fund
  - 5. Budgeted revenue and expenditures
- m. Kathy Brooks- Board Secretary
  - 1. Spread on minutes notification from Mediacom of rate adjustment
  - 2. Motion to accept appeal letter from Timothy Ferrell for a 4 acre pond/dirt pit. It was previously denied by the planning and zoning board.
- n. Vic Johnson- Road Manager
  - 1. Approve request for a street light at the corner of Webster St. and Hancock Dr. in Bayside Park.
  - 2. Request from Mystic Krewe of Seahorse to close Beach Rd. from Demontluzin Av. to Main St. on Monday Feb. 8, 2016 from 4:30 p.m. to 7:30 p.m.

3. Consider a petition to name a road that is listed as No Name to Road 356. (Private Road off Standard Dedeaux Rd. runs behind Standard Dedeaux Water)
4. Request approval to hire Donna Goedde as one part time helper to replace Shawntel May who was full time. Pay will be \$8.50 per hour not to exceed 19 hrs. per week pending outcome of physical.
5. Request approval to hire Jeffery Mcneese as second part time helper to replace Shawntel May who was full time. Pay will be \$8.50 per hour not to exceed 19 hrs. per week pending outcome of physical.
6. Approve board President to sign permits from D.M.R for dredging project at new boat slips.
- o. Gary Yarborough Jr.- Board Attorney
  1. Resolutions for appointments to SMPDD
  2. Spread on minutes resolutions establishing agenda deadlines and procedures
  3. Spread on minutes resolution with Dist. 1 appointment to Port and Harbor Commission
  4. Spread on minutes resolution for Scotty Adam District 4 Supervisor to serve on HCUA
  5. Spread on minutes resolution for District 2 and District 4 appointments to HMC Board of Trustees
- p. Tim Kellar- Chancery Clerk

## **9. Supervisors' Items**

- a. District 1-David Yarborough
- b. District 2-Greg Shaw
- c. District 3- Blaine LaFontaine
  1. Discussion of upcoming at large HMC Board of Trustee appointment
  2. Request workshop for Library and Animal Shelter
  3. Resolution between Hancock County Board of Supervisors and City of Bay St. Louis that agrees to give 100% of road and bridge money over the length of our terms to assist with City of Bay St. Louis bond payments.
  4. Resolution supporting Brenda's House renovations with assistance from Chamber of Commerce and South Mississippi Planning and Development
  5. Request County Administrator, County Attorney, and Board of Supervisors review employee handbook and policies and make recommendations at first meeting in March
  6. Discussion of members on Audit Committee
  7. Discussion of annual road reports pursuant to MS Code 65-7-117
- d. District 4- Scotty Adam
- e. *District 5- Darrin Bo Ladner*

## **10. Public Comments**

## **11. Executive Session**

- a. Board Attorney

## **12. Adjourn/Recess until Feb. 8, 2016 at 3:30 p.m.**